

Opening Date: December 1, 2016
Closing Date: Open Until Filled
Work Location: Austin
Posting Number: 17-19
Monthly Salary: \$3,520.34 - \$4,300.00
Group/Class: B19/2460
Travel %: 75%
Division/Department: Water Science & Conservation/Surface Water/Hydrosurvey
Number of Positions: 1

JOB VACANCY NOTICE

Hydrographic Survey Analyst (Hydrologist II)

*Apply Via Mail/Hand Delivery: Texas Water Development Board
Stephen F. Austin Building, 1700 North Congress Ave., Room 670,
Austin, Texas 78701, via facsimile (512) 463-7644, via email
HR@twdb.texas.gov or via Work in Texas (www.workintexas.com).
Refer to Human Resources (512) 475-2142. Equal Opportunity
Employer*

Veteran's Preference

Veterans, Reservist or Guardsmen with an MOS or additional duties that fall in the fields of 72D – Environmental Science and Engineering, AG – Aerographer's Mate, ENG11 – Ocean Engineering, 8831- Environmental Engineering Management Officer, 9S100 – Scientific Applications Specialist or other related fields pertaining to the minimum experience requirements may meet the minimum qualifications for this position and are highly encouraged to apply.

Additional Military Crosswalk information can be accessed at
http://www.hr.sao.texas.gov/Compensation/MilitaryCrosswalk/MOSC_NaturalResources.pdf

Job Description Summary

The Hydrographic Survey Analyst performs complex journey-level work and will provide technical and field support for the Hydrographic Survey Program, which furnishes lake owners and water planners with updated information about the storage capacity of state reservoirs for use in planning for the present and future water needs of all Texans. This position includes, but is not limited to: (1) assisting with the collection, processing, and dissemination of data related to lake volumetric and lake sediment surveys, (2) maintaining hardware and software configuration and updates, and (3) developing working relationships with reservoir owners, private contractors, university professors, and hardware vendors to facilitate data collection. This job requires extensive travel at times. This position reports to the Manager of Hydrosurvey and works under general supervision, with limited latitude for the use of initiative and independent judgment.

Essential Job Functions

- Provides technical support by collecting and compiling survey data and preparing charts, graphs, and spreadsheets.
- Meets with reservoir and water rights owners to initiate surveys and arrange logistical support.
- Creates GIS files of river and reservoir bathymetry and performs data processing quality-control duties.
- Edits and analyzes survey data, using various data processing software packages, to quantify reservoir volumetric and sedimentation survey results and to produce area-capacity tables.
- Assists in the preparation of technical reports describing methodology, results, and recommendations of surveys.
- Uses personal computers and hydroacoustic software/equipment, including GPS navigation systems.
- Collects, evaluates, and analyzes sediment core samples as part of field investigations and validates data using hydroacoustic equipment.
- Transports and operates boats on Texas water bodies to collect sediment and bathymetric data.
- Requires work days to occasionally exceed 8 hours, including early mornings, late nights, and weekends.
- Requires work outdoors, in small boats, possibly during inclement weather or under hot and cold temperatures.

Female and minority applicants are encouraged to apply.

Males born on or after January 1, 1960, will be required to present proof of Selective Service registration on the first day of employment or proof of exemption from Selective Service registration requirement. All offers of employment are contingent upon the candidate having legal authorization to work in the United States. Failure to present such authorization within the time specified by the U.S. Department of Labor will result in the offer being rescinded. Candidates must be eligible to work in the United States without requiring sponsorship. Only applicants interviewed will be notified of their selection or non-selection. Resumes will not be accepted in place of a completed State of Texas application unless indicated.

HR-002

Revised 09/03/15



The Texas Water Development Board does not discriminate on basis of race, color, national origin, sex, religion, age, or disability in employment or provision of services, programs, or activities. www.twdb.texas.gov/jobs

TWDB participates in E-Verify! Information from each new employee's Form I-9 will be provided to the Social Security Administration (SSA) and, if necessary, the Department of Homeland Security (DHS) to confirm work authorization.

Job Vacancy Notice (cont.)

Posting number 17-19

- Must be willing to travel up to 75% of the time.

Minimum Qualifications

- Graduation from an accredited four-year college or university with a Bachelor's Degree in hydrology, natural sciences, or a related field with emphasis in hydrology or water resources.
- Relevant education and experience can be substituted on a year-for-year basis.
- Three (3) years of work experience in related field.
- Experience using surveying tools, equipment and instruments, including GPS systems (e.g., Trimble, Hypack, depth sounders, etc.).

Preferred Qualifications

- Graduate degree from an accredited college or university with major coursework in hydrology, natural sciences, or a related field with emphasis in hydrology or water resources.
- At least five (5) years of experience in field data collection and/or environmental resources work.

Knowledge, Skills, and Abilities

- Knowledge in the use of surveying tools, equipment, and instruments, including GPS systems (e.g., Trimble, Hypack, depth sounders, etc.).
- Knowledge of hardware interfacing and com port configuration.
- Skills with mechanical and electrical equipment (i.e., boat motor, trailer, and electrical system maintenance).
- Skills in scientific data collection and management, particularly of hydrologic and sediment data.
- Skills in the use and calibration of electronic instrumentation.
- Skills in use of personal computers and Microsoft Office applicable programs such as Word, Excel, and Access.
- Skills in use of internet, email, word processing, spreadsheet, presentation, and database software.
- Ability to interpret policies, procedures, and regulations.
- Ability to meet public/government officials to initiate surveys and request ancillary data pertinent to surveys.
- Ability to communicate clearly and concisely, verbally and in writing effectively.
- Ability to maintain documentation and filing systems.
- Ability to stand/sit/move with no physical limitation or aids to perform activities such as retrieve/replace files in a large file system for boxes up to 30 lbs.
- Ability to lead field operations and perform duties as assigned without direct supervision.
- Ability to work independently on technical assignments and as a member of a team, to accept assignments from multiple authorities, and to accomplish several tasks concurrently.
- Ability to manage multiple tasks and schedule work in order to maintain regular progress on assignments and meet deadlines.
- Ability to operate and transport motorized boats up to 25-ft in length safely, effectively, and independently or a willingness to learn.
- Ability and willingness to lift and carry 50 lbs over variable terrain, in varying weather, and to work in small boats.
- Ability and willingness to travel 75% of the time, primarily within the State of Texas.
- Ability to work days that may exceed 8 hours, including early mornings, late nights, and weekends.
- Ability to train others.

Remarks

- Copy of required academic transcripts and/or licensures and driving record must be submitted at the time of hire. Failure to provide required documentation will result in no further consideration for employment.
- Important Notice: Otherwise qualified candidates who are ultimately considered for potential employment with the Texas Water Development Board may be the subject of a request for any criminal history record information maintained by the Texas Department of Public Safety (DPS). Evidence of a criminal conviction or other relevant information obtained from the DPS shall not automatically disqualify an individual from employment with the Texas Water Development Board.